

NOTICE

NO

PERSONNEL

ASSIGNMENT LIMITATIONS RESULTING FROM THE
MEDICAL EVALUATION OF PERSONNEL

1. In accordance with Agency medical standards, the Medical Office may determine that an individual should be limited to performance of certain types of duty or stationed only in specific geographic areas. Such limitations are designed to serve the best interests of the employee and to protect the Agency against claims and related responsibilities which might result from the assignment of an employee to a duty or station for which he was not medically qualified. Accordingly, proposed assignments will be evaluated in consideration of the medical qualifications of the individual concerned.
2. The Personnel Office and the employee's sponsoring office will provide the Medical Office with specific detailed information pertinent to the employee's proposed duties. On the basis of this information and an examination of the employee, the Medical Office will determine whether an assignment limitation is appropriate. In addition, the Medical Office will record any assignment limitations pertinent to an individual on Form No. 37-169, Medical Action Request and Report. This form will be forwarded to the Personnel Office and the sponsoring office.
3. Upon receipt of Form No. 37-169, Medical Action Request and Report, the Personnel Office will file this form in the employee's official personnel folder. In addition, the Personnel Office will take every precaution to insure that assignment actions are consistent with any such limitations. Individuals whose personnel folders contain an assignment

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limitation will not be assigned or reassigned without prior approval of such action by the Medical Office.

4. Waiver of assignment limitations imposed by the Medical Office may be granted only by the Director or his designee.